

# **New Orleans Civil Service**

## AN EQUAL OPPORTUNITY EMPLOYER

#### OFFICIAL CLASS TITLE

ENTRANCE SALARY: \$37,959 PER YEAR

MANAGEMENT DEVELOPMENT ANALYST II (CLASS CODE 0362)

FINAL DATE FOR FILING APPLICATIONS: Applications will be accepted until this announcement is withdrawn.

## KIND OF WORK:

Responsible, professional analytical, technical and administrative work in one or more areas of municipal government administration; and related work as required.

## MINIMUM QUALIFICATION REQUIREMENTS:

## Management Development Analyst II (Promotional)

Permanent or probationary status in the class of Administrative Analyst II or Management Development Analyst I and one (1) year of professional administrative experience in the classified service with the city of New Orleans at a level equal to or higher than pay grade 51.

## AND

Successful completion of the following courses offered by the Department of Civil Service Employee Growth and Development Division:

Professional/Administrative Speaking & Presentation	(PAT 1120)
Managing Conflicts & Human Relations	(PAT 1690)
Creative Problem solving & Decision Making	(PAT 1870)
Productive Meetings	(PAT 1871)

<u>Note:</u> The Civil Service Department reserves the right to determine whether experience qualifies as professional administrative experience.

## (SEE REVERSE SIDE FOR ADDITIONAL INFORMATION)

Announcement No. 8106 (Amended 11/01/08)

November 16, 2007

<u>Note</u>: Departmental certification may be granted at the request of the appointing authority.

#### KIND OF EXAMINATION:

A rating of training and experience, weighted 100%. Credit will only be given for experience gained within the last ten (10) years.

This is a promotional examination limited to permanent employees of the City of New Orleans only.

THE CITY OF NEW ORLEANS IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, GENDER, AGE, PHYSICAL OR MENTAL DISABILITY, SEXUAL ORIENTATION, CREED, CULTURE, OR ANCESTRY. REQUESTS FOR ALTERNATE FORMAT OR ACCOMMODATIONS SHOULD BE DIRECTED TO DODDIE K. SMITH AT (504) 658-3516 OR TTY/VOICE AT (504) 658-2059 or 1-800-981-6652.